



## INSTRUCTIONS

- The Trap Gear Retrieval Logbook must be filled out completely, accurately and legibly prior to mailing to CDFW.
- Retrieval logbooks shall be kept on the vessel while it is engaged in trap retrieval operations. Each trip where traps are retrieved must be documented on a separate logbook page. For trips where more traps are retrieved than can be documented on a single logbook page, the Retrieval Trip section must be filled out on each logbook page.
- Unless otherwise specified in Title 14, CCR, the Retrieval Trip (items 1-6) and Trap Log (items 7-12) sections and signature (item 16) must be completed by the Designated Retriever prior to any person disembarking from the vessel. Items 13 and 17 shall be completed by the Retrieval Permittee prior to submission of the logbook. Items 14-15 are completed at the discretion of the Designated Retriever and Retrieval Permittee.
- Each original logbook page must be signed and mailed to CDFW; Retrieval Permittees are encouraged to retain a copy of each logbook page. All completed logbooks must be mailed to California Department of Fish and Wildlife Attn: Dungeness Crab Trap Retrieval, 20 Lower Ragsdale Dr., Suite 100, Monterey, CA, 93940, postmarked between October 22 and November 1, or the next business day of the Retrieval Permit year. Failure to return logs on time will result in nonpayment of requested Department reimbursement.

### Retrieval Trip

1. Vessel Name – Name of the vessel retrieving the gear. If the vessel does not have a name listed on their commercial registration, please write the USCG, state vessel registration, or DFW Commercial Boat Registration Number.
2. Retrieval Permit Number – Number of the Retrieval Permit the Designated Retriever is operating under.
3. Designated Retriever – Name of the Designated Retriever.
4. Port of Landing – Port in California in which retrieved gears were landed.
5. Trip Start Date – The month, day and year the trip was started to retrieve gear in MM/DD/YY format.
6. Trip End Date – The month, day and year the trip was ended to retrieve gear in MM/DD/YY format.

### Trap Log (a separate line must be filled out for each retrieved trap)

7. Date – The month and day (MM/DD) the gear was pulled.
8. Buoy Tag # – Permit number on buoy tag.
9. License # – License number listed on buoy. If there is no license number record 'no license'.
10. Trap Tag – Phone number listed on trap tag, and other information (e.g. name) if available. If there is no trap tag attached to the trap record 'no tag'.
11. Depth (fm) – Record approximate depth, in fathoms, where the gear was retrieved.
12. Location – Latitude and Longitude in decimal minutes (i.e. 38° 40.5' N and 123° 30.7' W) where the gear was retrieved.

### Other Information

13. Reimbursement Requested – Check to request to have the retrieval of a trap reimbursed by the Department because the Responsible Vessel Permitholder had not paid a negotiated Retriever Trap Fee for the trap by October 21st. A copy of the certified mail letter specified in 14 CCR § 132.7(h)(3), and all attached buoy tags, must be submitted to CDFW with the completed Retrieval Logbook.
14. Trap Optional Comments – For recording miscellaneous information which may be of interest to the Department about each trap retrieved (i.e. rotten cotton intact, traps in a string or a "rosebud" prior to retrieval, numbers of crab and other species in trap, instructions from Law Enforcement Division officers, etc.).
15. Trip Optional Comments – For recording miscellaneous information about the retrieval trip which may be of interest to the Department (i.e. weather, sea conditions, etc.).

### Signature Required

16. Designated Retriever Signature - Designated Retriever must sign logbook pages to attest the information he/she provided is accurate.
17. Retrieval Permittee Signature - Retrieval Permittee must sign logbook pages to show he/she agrees to entries.

